

Hudson Area Joint Library Board
Meeting Minutes of September 14, 2009
Approved

Meeting called to order by President O'Connor at 6:35 pm.

PRESENT: Library Board members: Alan Burchill, Marion Shaw, Jim O'Connor, Mike Hipsher, Teresa Johnson for Dan Gavin, Sarah Smith, Dave Ostby, and Dan Koch.

ALSO PRESENT:

City of Hudson : Steve Anderson; Town of Hudson: Donna Miller; Village of North Hudson: Kitty Lorence, Teresa Mitchell, Laura Whitney, Jim Thomas. Also present: Children's Librarian Mary Davis and Library Director Linda Donaldson.

PUBLIC COMMENT:

Mitchell stated she was attending tonight's meeting to show support for the library.

Next meeting Monday, October 12th at 6:30 pm.

MINUTES:

MOTION by Ostby, second by Hipsher, to approve the August 10th meeting minutes with corrections.

Corrections:

1. Under public comment the 4-4 split should read 4-0 split
2. Change the statement under the Finance Committee Report to read several board members objected and asked for a budget that shows a 0%, 2% and 3% increase.
3. Correction to the June 8th meeting should read approval of minutes with the addition *not to exceed \$650* in the purchase of the six directional signs.

Vote taken. All ayes. -- MOTION CARRIED.

STRATEGIC PLANNING COMMITTEE

Hipsher reviewed the content of the "Projected Five Year Joint Library Budget" expanding on notes A, B, and C.

- A. 3% annual increase of funding from joint library partners and other revenue sources,
- B. 3% annual increase for salary/benefit cost, and
- C. 3% annual increase for Hudson personnel and administrative fee, reimbursements, Indianhead Library System, insurance, office and library supplies and all other expenses 0% increase.

He noted that if the Nuclear Management Company (NMC) building was to become available to the library beginning in 2011, it would be a viable option using \$15,000 from the Friends and using \$25,000 from library surplus funds on a yearly basis for 2011-2014. In the projected budget, he estimated the rent would increase by 3% on a yearly basis.

Burchill reported the city is in the process of negotiating the purchase of the NMC building with the idea that the library being a tenant with the library having the option to purchase the building in the future. He noted the NMC building would be a shared facility with another city department. Prior to purchasing the building the Library Board would need to approve a rental agreement.

Johnson inquired if the city has decided to not lease the existing space to the library. As noted by Johnson, the Amended and Restated Joint Library Agreement states *The Joint library may continue to rent space in the Municipal Building for library operations at a rental rate ...If the City decides to sell...or for any other reason decides not to rent space...the City shall give a minimum of one-year notice to the Joint Library Board.* O'Connor noted that the agreement could be amended at any time if all partners were in agreement.

Amended IFLS report

By consensus, the Assessment Report prepared for the Hudson Area Joint Library (HALJ) by John Thompson Director of the Indianhead Federated Library System will be discussed at the regular board meeting on October 12th.

FINANCE COMMITTEE REPORT

O'Connor presented a 2010 budget with a 3% increase from the four partners. Johnson noted the Amended and Restated Joint Library Agreement states *the Board shall submit its proposed budget to each participating municipality, no later than September 1st. In addition, she noted while the portion to be paid by each municipality may change with the changes in the population, the total annual operating budget...shall not increase over the prior year's annual budget without the approval of the governing board of each municipality.*

MOTION by Burchill, second by Johnson, to have a 0% increase in the 2010 library budget. Vote taken. Ostby, Shaw, Burchill, and Johnson ayes. O'Connor, Hipsher, Smith, and Koch nays. Motion failed.

O'Connor noted that the draft of the 2010 proposed budget, dated 9-8-2009, shows a decrease in part-time salaries, books, and audiovisual. He noted that circulation of library materials continue to grow and the circulation costs continue to decline and this "starvation diet" is causing the library to fall further behind. A 3% budget increase is minimal considering inflation, cost of living, and the growth in circulation. He asked if the goal is to operate as cheapest as possible or to provide reasonable services to the public.

Donaldson noted that reducing the books and audiovisual line items will require users to request materials from other consortium libraries which results in additional workload for items coming in from other libraries and returning the items to owning library. She noted, the library is operating with a lean staff, and requested that the library board approve shortening public hours so the staff is able to perform tasks without the public in the library.

Johnson requested that the budget include the municipal revenue and continue to show a year to year comparison.

MOTION by Smith, second by Hipsher, to increase the library budget by 2%. Hipsher withdrew his second. MOTION failed for lack of a second.

MOTION by Johnson, second by Ostby, that the revenue contribution by the four municipalities have a 0% increase from the 2009 budget except for changes based on population. Vote taken. Six ayes. O'Connor and Smith nays. MOTION CARRIED.

MOTION by O'Connor, second by Burchill, to approve the 2010 budget at \$721,875. Vote taken. Seven ayes. Shaw nay. – MOTION CARRIED. (Restated to \$719,475 to correct mathematical error).

DIRECTORS REPORT – CONSIDER REDUCING LIBRARY HOURS

MOTION by Hipsher, second by Smith, to open the library to the public at 11:00 am Monday through Friday and change Saturday hours 9:00 am -1:00 pm starting November 1st 2009. Vote taken. Seven ayes. Shaw nay – MOTION CARRIED.

POLICY COMMITTEE

Motion by Hipsher, second by Burchill, to approve the Movie Public Performance Policy. Vote taken. All ayes. – MOTION CARRIED.

Motion by Ostby, second by Smith, to approve the Web Site Collection Development Policy. Vote taken. All ayes. – MOTION CARRIED.

Adjourn

MOTION by O'Connor, second by Ostby, to adjourn the meeting. Vote taken. All ayes. MOTION CARRIED. Meeting adjourned at 8:30 pm.